

MILLBURN TOWNSHIP PUBLIC SCHOOLS  
Millburn, New Jersey

\* \* A G E N D A \* \*

**ORGANIZATION MEETING**

Millburn Township Board of Education  
Monday, April 27, 2009  
7:45PM – Education Center

- A. CALL TO ORDER
- B. ROLL CALL OR SILENT COUNT OF BOARD MEMBERS
- C. ANNOUNCEMENT OF MEETING NOTICE

Meeting Notice (Read by Secretary)

- D. ELECTION RESULTS AND OFFICER ELECTION

Board Secretary will preside:

- 1. Announcement of Election Results
- 2. Installation of New Board Members
- 3. Roll Call
- 4. Nomination and Election of Board President

Board President will preside:

- 5. Nomination and Election of Board Vice President

- E. STATEMENTS

Resolution to Hold Closed Meeting on April 27, 2009

- F. ORGANIZATION MEETING ACTIONS (Roll Call Vote)

- 1. Resolution to appoint Anthony P. Sciarrillo, Esq. of Lindabury, McCormick, Estabrook & Cooper as Labor and Legal Counsel.
- 2. Resolution to appoint Fogarty & Hara, Esq. as Legal Counsel.
- 3. Resolution to appoint Barger & Bolger, Esq. as Special Education Legal Counsel.

- F.**
4. Resolution to appoint LDP Consulting as Health and Dental Insurance Broker of Record.
  5. Resolution to appoint Wells Fargo Insurance Services Northeast as Property and Liability Insurance Broker of Record.
  6. Resolution to appoint Timothy Vrabel & Associates as Board Auditor to conduct the audit as of June 30, 2009.
  7. Resolution to appoint Nisivoccia & Co, LLP as Board Auditor for the SY 2009/10 and to conduct the audit as of June 30, 2010.
  8. Resolution to appoint Heintz & Fiore, AIA as Architect of Record.
  9. Resolution to appoint PMK Group Inc. as Environmental Consultants and Asbestos Safety Control Monitoring firm.
  10. Resolution to appoint M. Disko & Associates as Engineering Consultants.
  11. Motion to approve Patricia A. Balko as Interim School Business Administrator / Board Secretary for the 2009-2010 school year in accordance with N.J.S.A. 18A:17-5.
  12. Resolution to designate Public Agency Compliance Officer.
  13. Resolution to appoint District Purchasing Agent and to set bid threshold.
  14. Approval of Purchasing Manual with any future updates by the School Business Administrator to be approved by the Superintendent of Schools.
  15. Resolution to approve bank depositories and signatories for the 2009-2010 school year pursuant to N.J.S.A. 18A-17-34.
  16. Resolution to authorize transfer and make investment of funds.
  17. Resolution regarding bond investment earnings.
  18. Resolution requesting Millburn Township to authorize payments of district taxes.
  19. Resolution to adopt Policy Book.
  20. Resolution to adopt tuition rates.
  21. Motion to designate The Star-Ledger, The Item and The Independent Press as legal newspapers for the 2009-2010 school year pursuant to N.J.S.A. 18A:18A-4.
  22. Resolution to adopt Board Meeting dates for the 2009-2010 school year.

- F.** 23. Motion to approve Cheryl A. Nardino as Treasurer of School Monies for the SY 2009-2010 in accordance with N.J.S.A. 18A:17-31.
24. Resolution to appoint Affirmative Action and Section 504 Compliance Officer.
25. Resolution regarding protection against financial loss in matters involving asbestos management.
26. Resolution designating John Van Teeckelenburgh as Designated Person / Management Planner for the Asbestos Program.
27. Resolution identifying John Van Teeckelenburgh as the Designated Person for PEOSH Indoor Air Quality Standards.
28. Resolution designating John Van Teeckelenburgh as Designated Person / Management Coordinator for the Integrated Pest Management Program.
29. Resolution regarding protection against financial loss in matters involving chemical hygiene.
30. Resolution identifying Lee Matyola as the Chemical Hygiene Officer.
31. Approval to appoint Sports Extra for Varsity and Junior Varsity athletic physicals and wrestling weigh-ins for the SY 2009/2010 in the amount of \$10,900.
32. Approval of contract with The Substitute Service of Florham Park, NJ in the amount of \$21,103.50 for substitute calling service for the SY 2009/10 as per a proposal on file in the Business Office.

**G. MINUTES**

1. Special Meeting of April 13, 2009 including closed session
2. Regular Public Meeting of April 13, 2009
3. Closed Meeting of April 13, 2009

**H. BOARD COMMITTEE REPORTS**

1. Personnel Committee Report
2. Program Committee Report
3. Property Committee Report
4. Communications Committee Report

**I. BOARD MEMBER COMMENTS**

**J. PUBLIC COMMENTS (not to exceed 30 minutes)**

## **K. SUPERINTENDENT'S REPORT**

### 1. Instruction

- a. Approval of the amended SY 2008/09 No Child Left Behind Grant Consolidated Formula Subgrant application for carry-over funds in the amount of \$16,946 .
- b. Motion to approve the Millburn School District Department of Special Services Self Assessment and Program Improvement Plan which will be submitted to the State Department of Special Education in compliance with monitoring procedures. A copy of the plan and supporting data will be maintained in the Department of Special Services for public review.
- c. Resolution regarding tuition contracts with public schools for the handicapped for ESY 2009/2010 and SY 2009/2010.
- d. Approval of Professional Development Requests / Teacher Conferences as per policies 3440 and 4440 requiring prior approval of travel reimbursement expenses.
- e. Second Reading and Approval of Policies (**Roll Call Vote**):  
  
0174 – ByLaws – Legal Services  
6471 – Finances – School District Travel

### 2. Personnel (**Roll Call Vote**)

Approval of Personnel Report

### 3. Business

- a. Approval of budget transfers for the month of March 2009.
- b. Approval of Treasurer of School Money's report for period ending March 31, 2009.
- c. Approval and Certification of Board Secretary's Report for period ending March 31, 2009 (**Roll Call Vote**).
- d. Approval of Bill Schedule # 11, dated April 27, 2009 in the amount of \$7,284,687.00.
- e. Approval of a contract with PMK Group of Cranford, NJ as engineer for asbestos management services for the SY 2009/2010 in the amount of \$8,750.00 as per a proposal on file in the business office.

- K.** 3. f. Approval of a contract with Jersey Elevator of Aberdeen, NJ to provide elevator maintenance services for the SY 2009/2010 in the amount of \$798.00 per month for maintenance and \$380.41 per quarter for lubrication as per a proposal on file in the business office.
- g. Approval of a contract with Alliance Commercial Pest Control, Inc. to provide Integrated Pest Management Services for the SY 2009/2010 for all district buildings in the amount of \$7,140.00, emergency services outside the normal scope of services at \$95.00 per hour and \$10.00 per linear foot for termite treatments as per a proposal on file in the business office.
- h. Approval of a contract with Greentree Consulting Inc. of Hightstown, NJ to provide environmental professional services for the SY 2009/2010 in the amount of \$18,075 and act as consultant for IAQ Problems and Chemical Safety at \$92.50 / per hour as per a proposal on file in the business office.
- i. Approval of a contract with Aramark School Support Services of Philadelphia, PA in the amount of \$60,969.00 (based on an administration flat fee of \$41,500 and a management fee based on 3 cents per meal) to provide food management services for the 2009-2010 school year with renewals by mutual agreement for up to four (4) additional terms of one (1) full school year each. This agreement includes the district's participation in the National School Lunch Program.
- j. Approval of a contract with Oxford Health Insurance for a term of one year, July 1, 2009 to June 30, 2010 with a premium increase of 14.1% as per the following monthly premium schedule:
- |              | <u>Traditional (PPO)</u> | <u>Managed (POS)</u> |
|--------------|--------------------------|----------------------|
| Single       | 1,100.47                 | 693.04               |
| Parent/Child | 1,601.19                 | 935.51               |
| 2 Adults     | 2,395.53                 | 1,543.28             |
| Family       | 2,796.31                 | 1,795.64             |
- k. Approval of a contract with Delta for a term of one year, July 1, 2009 to June 30, 2010 with a premium increase of 6.5% over SY 2008/2009 rates (Monthly Premier Plan \$125.81 and Monthly PPO Plan \$53.98).
- l. Approval of a two-year contract with Magellan Health Services at a cost of \$1.70 per employee per month for the period August 1, 2009 through July 31, 2011.
- m. Approval of Joint Resolution for Participation in Sussex County Regional Cooperative for Transportation Services for the SY 2009/2010.

- K.** 3. n. Approval of an interlocal/shared services agreement for bus maintenance for the SY 2008/2009 at labor rate of \$65.00 per hour with Morris-Union Jointure Commission of New Providence, NJ.
- o. Approval of purchase orders with SPS – Strategic Products & Services – of Parsippany, NJ through the state cooperative purchasing program, better known as state contract:
- (1) to replace telephone copper wire with fiber optic cable wire in the elementary schools and from the Education Center to the elementary schools in the amount of \$49,927.69;
  - (2) to upgrade telephone system at Millburn Middle School with IP Office 500 in the amount of \$45,064.93;
- p. Approval of the submission of project “*Door and Hardware Replacement at Glenwood Elementary School*” to the State of New Jersey, Department of Education, for its review.
- q. Approval of an amendment to the Millburn Township Board of Education’s Long Range Facility Plan (LRFP) for project “*Door and Hardware Replacement at Glenwood Elementary School*”.
- r. Resolution to approve the renewal of a contract with Wells Fargo Insurance Services of Madison, NJ for property & casualty insurance underwritten by Utica National Insurance Group.
- s. Motion to approve a Preliminary Eligible Cost determination for a Grant in the amount of \$30,196 on a total project cost of \$75,490 pursuant to the Educational Facilities Construction and Financing Act (EFCA), P.L. 2000, c.72, as amended for the project listed below:  
Glenwood School  
Door and Hardware Replacement  
State Project # 3190-070-09-1001
- t. Motion to approve a change to a contract with Data Network Solutions of Red Bank, NJ to provide increased bandwidth effective as soon as possible for a monthly fee of approximately \$3,710 from \$2,820 per month through the term of the contract ending August 1, 2010.
- u. Approval of purchase order with Dell Marketing of Buffalo Grove, IL for the license to install 750 copies of Microsoft Office 2008 (Mac) in the amount of \$30,987 through the state cooperative purchasing program, better known as state contract.

- L.** OLD BUSINESS
- M.** NEW BUSINESS
- N.** PUBLIC COMMENTS (not to exceed 30 minutes)
- O.** BOARD MEMBER COMMENTS
- P.** EXECUTIVE SESSION
- Q.** ADJOURNMENT